

CANTON PARK COMMISSION

BOARD MINUTES

MONTHLY MEETING

JUNE 12, 2013

The Canton Board of Park Commissioners met in a regular meeting on June 12, 2013.

Present were; Mr. Andy Black (entered meeting at approximately 4:30pm) - President, Mr. Wuyanbu Zutali – Vice President, Mr. Drew Pelger – Member, and Mr. Derek Gordon, Park Director/Secretary. There were also several attendees at the meeting.

The meeting was called to order at 4:20pm by Commissioner Zutali,

Meeting minutes from the May 8, 2013 Regular Meeting was reviewed by the Commissioners.

Commissioner Zutali motioned to approve the minutes. Commissioner Pelger seconded. Motion passed unanimously.

OLD BUSINESS:

1. Park Levy Update – Commissioner Black and Director Gordon gave a short summary of the current status of the park levy. Commissioner Black stated that he and Director Gordon were continuing to meet with the J. Babe Stearn Center (JBSC), the Edward “Peel” Coleman Center (SECC), and the Canton Joint Recreation District to determine operational costs and management of the JBSC and SECC should the levy be successful. Director Gordon stated that he hopes to have a more finite recommendation for the capital and operational expenditures from a successful levy budget by the next meeting.
 - a. Director Gordon requested the Commission’s approval of a Commission Resolution supporting the levy. Commissioner Black motioned to approve the Resolution. Commissioner Zutali seconded the motion. The Resolution passed unanimously
2. Park Facility Security Proposal – Director Gordon and City of Canton Information Technology Director, Patrick Barton presented an updated version of a contract with Buckeye Security Systems to secure five of the park bathroom facilities through a magnetic lock and camera monitoring system. Director Gordon reminded the Commission that two of the park bathroom facilities are currently closed due to continued vandalism and theft and he has delayed authorizing repairs until a system was proposed to the board that will help deter this type of activity in the future. The proposal will require the use of approximately \$12,500 of special park funds. The proposal has the support of Canton Chief of Police, Bruce Lawver and is in coordination of the city wide security camera system that is being pursued. Commissioner Black motioned to approve the proposal in an amount not to exceed \$14,000 contingent upon completion and signature of the final draft of the contract by the Law Department. Member Pelger seconded the motion. The motion passed unanimously
3. Staffing and Personnel Issues –
 - a. After reviewing the resumes of several dozen applicants and conducting two rounds of interviews, Director Gordon recommended Mr. Dan Kunz to the Commission for the position of Assistant Director of Canton Parks at a starting salary of \$63,500 (See addendums). Mr. Kunz would begin working for the Commission on June 25, 2013. Director Gordon stated that he has had the opportunity to work with Dan during his time at Stark Parks and has been very impressed with his skills and abilities. Director Gordon and each member of the Commission expressed their support for Mr. Kunz. Commissioner Black motioned to name

Mr. Kunz to the Position of Assistant Director. Commissioner Pelger seconded the motion. The motion carried unanimously.

- b. After working for the past two months with Ms. Jacquelyn Noall as a part-time seasonal employee, Director Gordon recommended Ms. Noall to the Commission for the position of Office Manager. Director Gordon and the Commission had the opportunity to interview Ms. Noall and Director Gordon elaborated that she has represented the Commission well in her short time in the office and has been integral to the improvement of several office processes and programs. Ms. Noall would begin in new her position immediately at an hourly rate of \$17.25 pending approval of the board (See addendums). Commissioner Black motioned to name Ms. Noall to the Position of Office Manager. Commissioner Pelger seconded the motion. The motion carried unanimously.

NEW BUSINESS:

1. Allen Avenue Playground #25 Name Change – Ward 4 Councilwoman, Chris Smith stated that she has been researching the history of the area surrounding Playground #25 on Allen Avenue SE. While she and the local neighborhood group are still considering several names, they believe they would like to rename the park S.E.N.A Park in honor of the local neighborhood group. Councilwoman Smith and several members of S.E.N.A were present and they expressed their interest in remaining involved in the redevelopment of this park. Director Gordon stated that he and Recreation Department Director Nadine Sawaya would continue to keep the group informed of Faith Family Church's fundraising and installation efforts for the playground. Once these details are finalized, Director Gordon intends to bring this issue back to the Commission for consideration of a name change and establish a date for a park dedication.
2. Nimisilla Park Improvements – City Council recently passed a resolution (see addendums) allocating an amount not to exceed \$40,000 to reconstruct the tennis courts at Nimisilla Park into a basketball court. This action will require Park Commission approval for Director Gordon to administer the project on park property. Commissioner Black motioned to approve the project. Commissioner Zutali seconded the motion. The motion carried unanimously.
3. Shelter Refund Policy – Director Gordon discussed that Canton Parks currently have a no refund policy for park shelter rentals. He requested to amend this policy (see addendums) to accommodate hardship cases and individuals who provide a sufficient cancellation notice to allow the Park Office to rent the shelter to another customer. The application of the policy made need adjustments as new situations present themselves so the policy will be brought back to the Commission for revisions as needed. Commissioner Black motioned to approve the policy. Commissioner Zutali seconded the motion. The motion carried unanimously.
4. Garaux Park – Trail Installation – Director Gordon requested Commission approval for funding and a trail installation at Garaux Park. This project would cost approximately \$12,000 and would be paid for out of the approximately \$34,000 available in the Garaux Park Special Fund. He also explained that this action would require an easement with the Mayfield Senior Center property to complete an internal loop. Director Gordon and Councilman Jim Griffin are in discussions with the Center to gain approval on this easement, which will also require final approval by the Commission and Canton City Council. Director Gordon stated that the final easement would be brought before the Commission once it was approved by all other parties involved. Commissioner Black motioned to approve funds for the trail installation in an amount not to exceed \$13,000 out of the Garaux Park Special Fund. Commissioner Zutali seconded the motion. The motion carried unanimously.
5. Juneteenth Celebration (TBC) Ms. Ida Ross-Freeman requested use of Nimisilla Park in its entirety on June 22, 2013 from 11:00 am to 8:00pm. Ms. Ida Ross-Freeman is the CEO of the Stark County Urban Minority Alcoholism and Drug Addiction Outreach Project (SCUMADOP). Director Gordon

notified the Commission that since the request included live entertainment and activities, Commission approval was necessary. Insurance has been provided and is on file for the event. Commissioner Black motioned to approve the event. Commissioner Pelger seconded the motion. The motion passed unanimously.

6. En-rich-ment Event Request – Betty Smith from En-rich-ment requested use of the Garden Center on August 17th from 5:00pm to 9:00pm. Director Gordon notified the Commission that since the request included live music, fundraising activities, and a fee waiver, Commission approval was necessary. All Commissioners expressed their support for the cause and the concept of the event. Commissioner Black and Pelger expressed their concern about waiving the fee for this event as the Commission is regularly approached by a variety of organizations for waivers and they have historically been denied. Commissioner Black also expressed concern that waiving the fees will place the full burden of the overtime costs associated with the Park employee on staff for such an event on the Commission. Commissioner Zutali expressed his support for making a possible exception to the rule and reducing the fees for this event due to the importance of the cause. Ms. Smith asked the board if she could seek a company or organization sponsor the event and cover the cost of the rental fee. The Commission was agreeable to this arrangement and Commissioner Black motioned to approve the event pending the receipt of a rental fee. Commissioner Pelger seconded the motion. The motion passed unanimously.

Commissioner Zutali leaves the meeting at 5:42pm

7. Pregnancy Support Center Request (TBC)- Charla Bennet from Pregnancy Support Center requested use of Shelter #2 and the soccer field at Stadium Park on September 28, 2013 from 7:00am to 12:00pm for their annual Walk for Life fundraiser. Director Gordon notified the Commission that because the request being a fundraiser including outdoor activities, and Shelter #2 currently not being rentable through the Park System, Commission approval was necessary. Additionally, the use of the soccer field needed to be brought to the attention of the Recreation Department. Commissioner Black asked why Shelter #2 was not currently rentable. Director Gordon mentioned foreseeably in the near future that Shelter #2 be rentable. The Commission was agreeable to this event and Commissioner Black motioned to approve the event as long as the fee is paid and insurance is on file. Commissioner Pelger seconded the motion. The motion passed unanimously.

OTHER BUSINESS:

1. Director's Report – Assistant Director elaborated on several key items on the Director's Report. He encouraged the Commission to review the updates made to the park web page as well as the new Canton Parks facebook page (see addendums)
2. Commissioner Black motioned to adjourn. Commissioner Pelger seconded the motion. Roll call vote: Commissioner Black –Yes, Commissioner Pelger – Yes. Motion carried unanimously

Meeting adjourned at 5:56pm

Next Park Commission Meeting to be held at 4:00pm on Wednesday, July 10, 2013 at the Canton Garden Center.

Andy Black, President

Derek Gordon, Director